



Dodge County Human Services and Health Department
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Public Health Unit
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Attention All Dodge County Businesses

First and foremost, we hope you, your employees, and all your family members are healthy and doing well!

The purpose of this mass notification is to reach out to all Dodge County businesses to ensure compliance with the Safer at Home (Emergency Order #28), Badger Bounce Back (Emergency Order #31) as well as notify you there are resources available to assist during this health crisis. In order for Dodge County businesses and residents to pull through these challenging times, we need to create open communication methods to mitigate the current risks and identify collaboration opportunities to move past this crisis and succeed into the future.

Essential vs Non-Essential Businesses

The public health office has received questions from employers and employees regarding the Safe At Home order. Businesses defined in the Governor's Order as Essential Businesses and Operations are encouraged to remain open. Nonessential for-profit and non-profit businesses in Wisconsin have been instructed to cease all activities, except for minimal basic operations. It is crucial for all businesses to take responsibility in determining their status as essential or non-essential, under Emergency Order #28.

It is important to point out that only the Wisconsin Economic Development Corporation (WEDC) can make the official determination on essential or nonessential business. Please see WEDC's Essential Business Declaration website for business determinations and the option to submit inquiries about essential vs nonessential designations; <https://wedc.org/essentialbusiness>.

Until a business is certain they are designated as an essential workplace under Emergency Order #28, that business should practice only minimal basic operations, as defined in that Order. Including working remotely/off site (i.e. working at home) if possible.

Dodge County Public Health Outreach to Businesses

The Dodge County Public Health Unit is responsible for ensuring all local businesses are in compliance under Emergency Order #28; contact will be made if there is reason to believe any business is in violation of the Order.

It is our goal to work cooperatively with local businesses and employees when there are concerns about aspects of the Order and assist in any way we can with challenges that are directly related to the health crisis.

Essential Business Responsibilities

Social Distancing - All essential businesses shall meet social distancing requirements to the greatest extent possible. In addition to any accommodations possible in work areas/production lines, etc., employers will work to allow for social distancing (ideally at least **6 ft** distance from one another) in break areas and other common gathering areas. Techniques may include temporary, additional, locations for breaks, staggered shift start and end, supervisors as safety officers monitoring on-going social distancing in the workforce.

Monitoring of Employee Health - All employers must ensure employees are not allowed to work if symptomatic of fever, cough or shortness of breath. Employees will not be allowed to return to work until free of fever and other symptoms for 72 hours and unaided by medication. Employers are encouraged to modify their attendance policy, increase communication with staff with specific posts and method for receiving and answering questions/concerns.

Prevention - All employers must communicate the importance of handwashing and/or sanitizing often and disseminate that information to their workforce. Employers must also communicate the importance of discouraging employees from touching their face (eyes, nose, mouth). Hand sanitizer containing 60% alcohol must be readily available and where possible hand washing stations will be made readily available to all workers.

Resources for Questions

Dodge County Public Health has received questions from employers and employees about specific situations, such as: *My employee found out today that their spouse has been working with a person who just tested positive. No one has symptoms. Am I supposed to close my business and send everyone home; or just the employee?*

To help deal with questions like that and create a database of pertinent resources, Dodge County is working with Thrive Economic Development (ThriveED) to create a source of information on the ThriveED's website.

Please see <https://www.thriveed.org/covid-19-business-resources> for FAQ's about business related questions and additional resources available to businesses.

Other Resources for Information and Questions

Dodge County: <https://www.co.dodge.wi.gov/> (COVID 19 Info Center and Business section)

Public Health Phone: **(920) 386-3670 or COVID-19 Hotline (920) 386-4304.**

Wisconsin Department of Health Services, COVID 19: Businesses, Employers and Workers

<https://www.dhs.wisconsin.gov/covid-19/employers.htm>

Wisconsin Economic Development Corp (WEDC): <https://wedc.org/>